

BURIAL GROUNDS REGULATIONS

1. A register of burials is kept at the office of the Town Clerk where at reasonable times, searches may be made, and certified extracts obtained.
2. Each occupied grave space will be marked on the ground by a marker corresponding with one on the plan, and in a Register to be kept in the Office of the Town Clerk, which can be viewed during working hours.
3. Except in special cases, at least two days notice of any interment must be given between the hours of 9.00 am and 4.00 pm Monday to Thursday and 9.00 am to 3.00 pm Friday, at the Office of the Town Clerk. Interment will not be allowed on Sunday.
 - 3.1 Special permission must be sought from the Town Council for Saturday.
4. Remains interred in a family plot, shall never be exhumed for the purpose of enlarging or deepening the grave.
5. Exhumation can only be carried out after lawful arrangements have been made.
6. Applications for burial in Flitwick Burial Ground from non-residents or persons who have not lived in The Town continuously for a period of ten (10) years immediately prior to the date of death— charges will be four (4) times all charges enumerated apart from the cost of the services of the Town Council Groundstaff.

Exceptions are made for the following reasons:- He/she died while resident in a hospital, nursing home, older person's home or institution of any kind and their last place of residence had been within Flitwick continuously for the previous ten years.

The scattering of ashes in the Garden of Remembrance of a non-resident will be twice (2) times the charge stated.
7. All fees and charges are to be paid to the Town Council upon invoice.
8. A fee will not be charged for private memorials erected by relatives over Service Graves, nor for inscriptions on memorials commemorating members serving in H M Forces at the time of death. This also applies to Police and Fire Service officers who have died in the line of duty.
9. Purchases or owners of the exclusive right of burial in any ground in perpetuity cannot transfer their rights therein to any other person, or persons without written consent of the Council and every such transfer shall be surrendered to the Council for the purpose of transfer to the person, or persons to whom the owners desire.
10. Sufficient evidence of a right to inter in a purchased grave shall be produced, if required, at the Office of the Town Clerk at the time of application for interment. If the evidence is not available, an indemnity must be signed.
11. If a grave is re-opened an indemnity form must be signed.
12. All gravestones, monuments, memorials and inscriptions are subject to the approval of the Council, and a drawing showing the form and dimensions of every memorial proposed to be erected, must be sent to the Office of the Town Clerk for approval.
13. Headstones must be no more than 2ft 6inches x 2ft 4inches on an Exclusive Right of Burial plot only.
14. Vaults and brick graves are not permitted.
 - 14.1 Kerbs are permitted (as from 8th August 2007), subject to written application and approval.

15. Space for a vase for cut flowers, pot plants, or Christmas wreaths will be permitted as part of a headstone. Six months will be allowed for vases and crosses on a grave, before a head stone is erected.
16. Clearance of flowers and wreaths will be carried out after 2 weeks.
17. All memorials are to be kept in good repair by the owners, or their lawful successors, unless special agreement is made with the Council, and if not repaired after due notice, may be removed by Order of the Council.
18. Any damage caused to paths, roads, turf, plants, adjacent graves or memorials, as a consequence of any work being carried out relating to a memorial or planting shall be held to be the responsibility of the person or persons concerned, who will be charged for repairs/reinstatement.
19. Nothing must be put on the grass that impedes the maintenance of the area.
20. Where, in the opinion of the Council, any grave or graves are neglected so as to be detrimental to adjacent spaces and the general appearance of the cemetery, the Council reserves the right, after due notice, (served to the last known address by recorded delivery) to level off such spaces and re-turf and remove kerb stones where appropriate.
21. Every person is liable to prosecution who shall wilfully destroy, damage or deface any building, wall or fence, belonging to the Burial Ground, destroy or injure any tree or plant therein, wilfully destroy or injure, or deface any monument, tablet, inscription or gravestone, do any other wilful damage, play at any game or sport, or discharge firearms (save at a Military Funeral) in the Burial Ground wilfully and unlawfully disturb any persons assembled therein for the purpose of burying anybody therein, or permitting dogs to foul the Burial Ground, commit any nuisance within the Burial Ground, .

GARDENS OF REMEMBRANCE

22. Standard rose trees in Memorial may be planted after first obtaining permission from the Town Council. The Town Council have the right to remove rose trees after they have exceeded their useful flowering period span. The donor of the tree will be informed and have the opportunity to replace it with another.
23. The Town Council Grounds Staff are responsible for marking out plots in the Garden of Remembrance, the burying of the cremated remains and the laying of the memorial stones on the plots, and also fixing of the memorial plaques on the wall, surrounding the Garden of Remembrance 1.

A fee will be charged for this service.
24. Only one (1) vase per plot is permitted in the Gardens of Remembrance. (as from 8th August 2007)
25. Where there is a Vault no additional vases will be permitted (as from 8th August 2007)